

Tri-Valley Opportunity Council, Inc.
Board of Directors Meeting
March 12, 2019

The Tri-Valley Opportunity Council, Inc. Board of Directors meeting was called to order at 6:30 p.m. at the Tri-Valley Administrative Office in Crookston, MN.

Board members present were M. Kroulik, S. Vonesh, S. Peterson, D. Diedrich, L. Hall, N. Myers, M. Gunderson, S. Kiono, G. Burris, J. Boerger-Wilder, J. Gerszewski, L. Neuerburg, D. Mack, , and J. Duckstad.

Staff members present were J. Carlson, M. Melbye, and D. Littlefield.

L. Hall moved to approve the Consent Agenda, which included the February 12, 2019, meeting minutes, Status Report, Financial Report, a Minnesota Child Passenger Safety Program grant request for 10 car seats for families in need at Head Start/Early Head Start centers in East Grand Forks, Crookston, and Hendrum, and the Migrant and Seasonal Head Start/Early Head Start center in Breckenridge, and a Minnesota Child Passenger Safety Program grant request for 10 car seats for families in need at the Migrant and Seasonal Head Start/Early Head Start center in Monticello. Seconded by J. Gerszewski. Motion carried.

Treasurer, D. Diedrich reported that last month's accounts payable, payroll, and credit card reports were reviewed and are in order.

J. Carlson presented the Chief Executive Officer report.

- J. Evers provided a progress report on the Fournet building.
 - Photos of the demolition were shown.
 - The TIF has been approved by the City of Crookston.
 - Evers has met with JLG Architects regarding the floorplan.
- M. Melbye provided a Senior Programs report.
 - The Caring Companion program currently has 38 volunteers that serve 40 clients.
 - The Foster Grandparent program currently has 58 volunteers that serve 31 sites. The volunteers clock about 31,000 hours and impact over 900 students.

S. Peterson moved to accept the Chief Executive Officer report. Seconded by L. Hall. Motion carried.

L. Neuerburg presented the Head Start/Early Head Start Policy Council report. The Policy Council met March 4, 2019, at the Tri-Valley Administrative Office, Crookston.

- Juanita Wilkes attended the Region V Board of Directors meeting February 27-28 in Chicago. Agenda items included under enrollment, the opioid crisis, staff shortages, and providing services to atypical children.
- Juanita Wilkes will be attending the MHSA quarterly meeting in St. Paul on March 12-13, during which she will be receiving the Head Start Heroes Award for category 4, Local Advocate.
- NHSA provided the fiscal year (FY) 2020 funding recommendations that they will be sharing with key lawmakers and staff on Capitol Hill. Laurie asked that Policy Council share with families that they can send letters to their elected officials to ensure funding for programs is increased. The total FY 2020 NHSA recommendation is \$11,113,095,000.
- Governor Tim Walz' recommendations for FY 2020 include:
 - \$59M for voluntary pre-K to maintain existing slots
 - Move the Early Learning Scholarship appropriation to an account in the special revenue fund to help reduce waitlists

- CCAP (Child Care Assistance Program) funding increases of 2.5% for federal compliance and 12.9% to help update provider reimbursement rates
- An initial \$200 application fee and \$100 renewal fee for certified license-exempt child care centers
- The Policy Council received Health/Nutrition Services Area Training

J. Boerger-Wilder moved to accept the Head Start, Child and Family Programs report. Seconded by D. Mack. Motion carried.

Board approval was requested to apply for the Minnesota Housing Finance Agency, Bridges Subsidy Program grant request for Community Services in the amount of \$102,000 from July 1, 2019, to June 30, 2021, to provide housing subsidies for persons with serious mental illness who are experiencing homelessness. L. Neuerburg moved to approve. Seconded by D. Diedrich. Motion carried.

Board approval was requested to apply for the Minnesota Department of Education, Early Learning Scholarship Pathway I grant request for Community Services in the amount of \$612,788.57 from July 1, 2019, to June 30, 2020, for administrating Pathway I Early Learning Scholarships to children and families which will assist children in obtaining quality child care programming and improve kindergarten readiness. J. Gerszewski moved to approve. Seconded by G. Burris. Motion carried.

Board approval was requested to apply for the Minnesota State Horticulture Society, Migrant Head Start Food and Nutrition Program grant request for 10 Gardens-in-a-Box from May 15, 2018, to September 30, 2019, to provide 10 centers with a Garden-in-a-Box that will increase children's awareness and benefits of growing and eating fresh produce. S. Peterson moved to approve. Seconded by S. Kjono. Motion carried.

Board approval was requested to apply for the Walmart Foundation grant request in the amount of \$5,000 to replace old classroom books and music CDs including bilingual and multicultural selections at Migrant Head Start centers. L. Hall moved to approve. Seconded by L. Neuerburg. Motion carried.

Board approval was requested to apply for the Minnesota Child Passenger Safety Program grant request to obtain 5 car seats (2 infant carriers and 3 convertibles) during the 2019-2020 program year for families at the Elgin Migrant and Seasonal Head Start/Early Head Start center. J. Gerszewski moved to approve. Seconded by J. Boerger-Wilder. Motion carried.

Board approval was requested to apply for the Southern Minnesota Initiative Foundation, Literacy Grant Application grant request to obtain 100 books during the 2019-2020 program year for families at the Elgin Migrant and Seasonal Head Start/Early Head Start center. S. Peterson moved to approve. Seconded by G. Burris. Motion carried.

J. Carlson shared that we are considering eliminating paper direct deposit notices. The cost to print and mail them is over \$5,000 per year. If eliminated, staff will still be able to review their pay online via the EWS tool. After Board discussion, it was agreed to go forward with this plan.

J. Carlson reviewed the Cyber Insurance renewal. G. Burris moved to approve the renewal of the Cyber Insurance for \$4,400 per year. Seconded by J. Duckstad. Motion carried.

Regarding the annual Bylaws review, L. Neuerburg suggested moving the descriptions of the different Board of Directors officers from page 9 to page 4 to better clarify the composition of the Board of Directors. J. Carlson suggested changes to childcare reimbursement. Final suggested changes will be presented at the April meeting.

The Board of Directors Nominating Committee will be J. Boerger-Wilder, D. Mack, and L. Hall.

The Audit Committee Report was presented. There were no program findings for internal controls and compliance the current year audit. A full report will be available at the April meeting. Members of the audit finance committee are not requesting that Wipfli provide the report in person.

The next meeting of the Board of Directors will be April 9, 2019, 6:30 p.m. at the Tri-Valley Administrative Office, Crookston, MN.

G. Burris moved to adjourn the meeting. Seconded by J. Boerger-Wilder. Adjourned at 8:10 p.m.

Respectfully submitted,

Shawna Peterson
Secretary of the Board

SP: DEL